

# Memorandum



**Date:** May 5, 2015

**To:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor

Agenda Item No. 8(A)(1)

**Subject:** First Amendment to the Professional Services Agreement with H. J. Ross Associates, Inc., for Aviation Planning Services for the County's System of Airports, increasing the Agreement amount by \$401,000.00

## **RECOMMENDATION**

It is recommended that the Board of County Commissioners (Board) approve the attached First Amendment to the Professional Services Agreement (PSA) with H. J. Ross Associates, Inc. for Aviation Planning Services for the County's System of Public Use Airports, increasing the Agreement amount by \$401,000.00.

## **SCOPE**

The impact of this agenda item is countywide in nature as it includes all Miami-Dade County airports.

## **FISCAL IMPACT/FUNDING SOURCE**

The source of funding for this First Amendment is the Miami-Dade Aviation Department (MDAD) operating budget.

## **TRACK RECORD/MONITOR**

The Capital Improvements Information System (CIIS) database reflects an overall of 3.7 rating for this firm. The MDAD Chief of Aviation Planning Ammad Riaz monitors this Agreement.

## **COMPLIANCE DATA**

There is no history of violations for this firm in the County's Small Business Development database.

## **BACKGROUND**

Pursuant to Resolution Nos. R-966-13 and R-967-13, the Board awarded Agreements for the subject services to Ricondo & Associates, Inc. and H. J. Ross Associates, Inc., following a full competitive selection process.

For the past few years, Miami International Airport's (MIA) traffic (passenger and airline operations) has far outpaced traffic projections and the growth that comparable large-hub airports have been experiencing during this same period. Within the past year specifically, MIA reached passenger and aircraft operations levels that were not projected to occur until the 2018-2020 timeframe. While this level of growth brings about many financial and economic benefits, it also accelerates the need to address airport deficiencies and capacity shortfalls that hinder the ability to process current and future levels of passengers, baggage and aircraft efficiently.

Consequently, the MDAD has required extensive services from both of its Aviation Planning Consultants (Ricondo & Associates, Inc. and H. J. Ross Associates, Inc.) for targeted studies to address airport facility and operational needs and enhancements. Many of these studies are comprehensive, multi-phased and extensive in scope and breadth. The extent of services required were difficult to anticipate in 2012 when the MDAD initiated the preparation of these PSAs. The studies, some of which are ongoing, include:

- A new MIA Central Terminal Redevelopment Program, including the preparation of a Project Definition Document and coordination with airlines and stakeholders;
- A new centralized security checkpoint for MIA's South Terminal;
- Re-evaluation of the former Airport City parcels for re-purposing as Aviation airside parcels;
- An analysis for a new domestic airline integration into MIA, including flight schedule analysis and facility impact simulations;
- Development of a Safety Management System Gap Analysis for MIA;
- Preparation of various studies analyzing Florida East Coast (FEC) proposed cargo building development on MIA's Runway Protection Zones; and
- Reconfiguration of MIA's Concourse "E" FIS Facilities.

As a result of all these factors, the original funding allocated to these two (2) Agreements is insufficient to address the emerging needs of the MDAD and has been prematurely exhausted. Therefore, additional funding is required in order for the firms to complete ongoing studies and continue to provide services for the remaining four (4) years of the Agreements.

<b>COMPANY NAME/ADDRESS:</b>	H. J. Ross Associates, Inc. 201 Alhambra Circle, Suite 900 Coral Gables, Florida 33134
<b>HOW LONG IN BUSINESS:</b>	Sixty-seven (67) years
<b>PREVIOUS AGREEMENTS WITH THE COUNTY WITHIN THE PAST FIVE (5) YEARS:</b>	See attached SBD Firm History Report
<b>ORIGINAL TERM OF AGREEMENT:</b>	Five (5) years
<b>ORIGINAL AGREEMENT AMOUNT:</b>	\$825,000.00 (including Inspector General Account)
<b>RECOMMENDED MODIFICATION:</b>	Increase the Agreement amount by \$401,000.00
<b>ADJUSTED AGREEMENT AMOUNT:</b>	\$1,226,000.00 (including Inspector General Account)
<b>PERCENT CHANGE THIS MODIFICATION:</b>	48%
<b>CONTRACT MEASURES:</b>	CBE goal – 15% (\$123,441.00)
<b>CONTRACT MEASURES ACHIEVED AT AWARD:</b>	16% (\$131,670.08)
<b>CBE SUBCONSULTANTS:</b>	Nova Consulting, Inc. 8% (\$65,835.04)  Nifah & Partners Consulting Engineers, Inc. 8% (\$65,835.04)

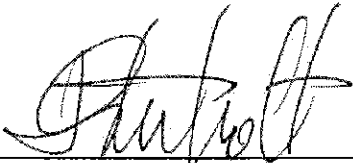
Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners  
Page 3

**CONTRACT MEASURES  
ACHIEVED TO DATE:**

0% CBE goal (\$0) paid to sub-contractors to date  
Contract is 16.34% complete (\$134,844.50)  
See attached letter from H.J.Ross

**USING DEPARTMENT:**

Miami-Dade Aviation Department

A handwritten signature in cursive script, appearing to read "J. Osterholt", written over a horizontal line.

Jack Osterholt, Deputy Mayor

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH  
H.J. ROSS ASSOCIATES, INC., FOR AVIATION PLANNING CONSULTANT SERVICES  
FOR THE COUNTY'S SYSTEM OF PUBLIC USE AIRPORTS,  
PROJECT NO. E13-MDAD-01**

THIS FIRST AMENDMENT, to the Professional Services Agreement for Aviation Planning Services for the County's System of Public Use Airports (the "First Amendment") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between **Miami-Dade County** (the "County"), a political subdivision of the State of Florida, and **H.J. Ross Associates, Inc.** (the "Consultant"), a corporation authorized to do business in the State of Florida (collectively, the "Parties").

WITNESSETH:

WHEREAS, by Resolution No. R-966-13 passed and adopted December 3, 2013, the Board of County Commissioners of Miami-Dade County, Florida (the "Board"), authorized the Professional Services Agreement between Miami-Dade County and the firm of H.J. Ross Associates, Inc., for the provision of aviation planning consulting services at Miami-Dade County airport system facilities; and

WHEREAS, as a result of Miami International Airport reaching passenger and aircraft operations levels that were not projected to occur until the end of this decade, the need for studies to address airport facility or operational needs and enhancements has been accelerated. Many of these studies are very comprehensive, multi-phased and extensive in scope and breadth. As such, the County desires the Consultant to continue to perform planning services; and the Consultant is willing to provide such services under the terms and conditions of the Agreement.

WHEREAS, the County desires to increase the amount of the existing Agreement through this First Amendment in order to have the Consultant provide additional professional planning consulting services, and

NOW, THEREFORE, in consideration of the premises contained herein, the Parties hereto agree as follows:

1. In Article 7, entitled "Compensation for Services", first paragraph, page 30, replace the paragraph in its entirety with the following:

Unless otherwise authorized by Amendment to this Agreement, payments to the Consultant for Services performed shall not exceed **One Million One Hundred Thirty-Nine Thousand Sixty-Two Dollars (\$1,139,062.00)** and shall be disbursed as reflected herein.

2. In Article 7, entitled "Compensation for Services", sub-article 7.7, entitled "Inspector General Audit Account", page 33, replace the paragraph in its entirety with the following:

7.7 INSPECTOR GENERAL AUDIT ACCOUNT: One audit account is hereby established to pay for mandatory random audits by the County's Inspector General pursuant to County Ordinance No. 97-215. The amount for the Inspector General Audit Account is hereby set at **Three Thousand Thirty-Two Dollars (\$3,032.00)**. The Consultant shall have no

entitlement to any of these funds. The Owner retains all rights to these funds, may expend these funds at its sole discretion, and any funds not expended from these audit accounts remain the property of the County.

3. In Article 7, entitled "Compensation for Services", sub-article 7.9, entitled "Total Authorized Amount for this Agreement", page 33, replace the paragraph in its entirety with the following:

7.9 TOTAL AUTHORIZED AMOUNT FOR THIS AGREEMENT: The Total Authorized Amount for this Agreement including Reimbursable Expenses, Contingency Allowance Account and the Inspector General Audit Account is **One Million Two Hundred Twenty-Six Thousand Dollars (\$1,226,000.00)**. The Owner retains all rights to these funds, may expend these funds at its sole discretion, and any funds not expended from this authorized agreement amount remain the property of the County.

4. Except for the aforementioned modification, and in all other respects, the Agreement shall remain in full force and effect in accordance with all other terms and conditions specified therein.
5. This First Amendment shall become effective as of the date first written above.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Agreement to be executed by their respective and duly authorized officers, as of the day and year first above written.

ATTEST:

MIAMI-DADE COUNTY, FLORIDA a  
political subdivision of the State of Florida

HARVEY RUVIN, CLERK

BY ITS BOARD OF COUNTY  
COMMISSIONERS

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
County Manager

(MIAMI-DADE COUNTY SEAL)

ATTEST:

H.J. Ross Associates, Inc.

By: \_\_\_\_\_

Name: Richard A. Waters

Title: Vice President

Date: \_\_\_\_\_

(CORPORATE SEAL)

(CORPORATE SEAL)



Approved as to form and legal sufficiency:

\_\_\_\_\_  
Assistant County Attorney

MIAMI-DADE COUNTY  
MIAMI-DADE AVIATION DEPARTMENT SINGLE EXECUTION AFFIDAVITS

This sworn statement is submitted for:

PROJECT TITLE: Aviation Planning Consultant Services for the Miami-Dade Aviation Department

PROJECT NUMBER: E13-MDAD-01

COUNTY OF Miami-Dade

STATE OF Florida

Before me the undersigned authority appeared Richard A. Waters, PE (Print Name), who is personally known to me or who has provided as identification and who (did or did not) take an oath, and who stated:

That he/she is the duly authorized representative of

H.J. Ross & Associates, Inc.

(Name of Entity)

201 Alhambra Circle, Suite No. 900, Coral Gables, Fl 33134

(Address of Entity)

6 / 5 - 0 / 1 / 6 / 3 / 3 / 89 /  
Federal Employment Identification Number

hereinafter referred to as the Entity being its

Vice President - Authorized Representative

(Sole Proprietor)(Partner)(President or Other Authorized Officer)

and as such has full authority to make these affidavits and say as follows.

AFF-1

**PUBLIC ENTITY CRIMES  
SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES**

1. I understand that a "public entity crime" as defined in Paragraph 287.133(1) (g), Florida Statutes, means "a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation."

2. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means "a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere."

3. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

"1 A predecessor or successor of a person convicted of a public entity crime; or

2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate."

4. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means "any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity."

5. The statement which is marked below is true in relation to the Entity submitting this sworn statement. [Please indicate which statement applies.]



**PUBLIC ENTITY CRIMES  
SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES (Cont'd)**

  X   Neither the Entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the Entity, nor any affiliate of the Entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

       The Entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the Entity, or an affiliate of the Entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. [Please indicate which additional statement applies.]

       There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the final order.]

       The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the final order.]

       The person or affiliate has been placed on the convicted vendor list. [Please describe any action taken by or pending with the Florida Department of Management Services.]

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**CRIMINAL RECORD AFFIDAVIT  
PURSUANT TO SECTION 2-8.6 OF THE  
MIAMI-DADE COUNTY CODE**

Pursuant to Section 2-8.6 of the Code, the Entity must disclose, at the time the submission, if the Entity or any of its officers, directors, or executives have been convicted of a felony during the past (10) years. Failure to disclose such conviction may result in the debarment of the Entity who knowingly fails to make the required disclosure or to falsify information.

Indicate below if the above named Entity, as of the date of submission:

  X   has not been convicted of a felony during the past ten (10) years, nor does it, as of the date of submission, have an officer, director or executive who has been convicted of a felony during the past ten (10) years.

       has been convicted of a felony during the past ten (10) years, or as of the date of submission, has an officer, director or executive who has been convicted of a felony during the past ten (10) years.

# **MIAMI-DADE COUNTY WORK HISTORY DISCLOSURE**

**LIST ALL CONTRACTS AWARDED WITH MIAMI-DADE COUNTY DURING THE LAST FIVE (5) YEARS:**

<b>CONTRACT DATE</b>	<b>DOLLAR AMOUNT OF ORIG.CONTRACT</b>	<b>FINAL AMOUNT OF CONTRACT</b>	<b>PERCENTAGE DIFFERENTIAL</b>
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(1)

<u>05/03/2010</u>	<u>\$ 50,000.00</u>	<u>\$</u>	<u>          </u> %
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Name of Dept.  
& Summary  
of Services  
Performed

EDP-MT-SR-TR05-MV5-2

Metromover Inner Loop Escalators & Canopies

Litigation  
Arising out  
of Contract

<b>CONTRACT DATE</b>	<b>DOLLAR AMOUNT OF ORIG.CONTRACT</b>	<b>FINAL AMOUNT OF CONTRACT</b>	<b>PERCENTAGE DIFFERENTIAL</b>
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(2)

<u>10/05/2010</u>	<u>\$ 825,000.00</u>	<u>\$</u>	<u>          </u> %
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Name of Dept.  
& Summary  
of Services  
Performed

R09-OCI-01, C.

Consultant Services for Construction Inspection Services (SIC871)

Litigation  
Arising out  
of Contract

# MIAMI-DADE COUNTY WORK HISTORY DISCLOSURE

LIST ALL CONTRACTS AWARDED WITH MIAMI-DADE COUNTY DURING THE LAST FIVE (5) YEARS:

CONTRACT DATE	DOLLAR AMOUNT OF ORIG.CONTRACT	FINAL AMOUNT OF CONTRACT	PERCENTAGE DIFFERENTIAL
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(1)

11/29/2010	\$ 15,000.00	\$	%
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Name of Dept. & Summary of Services Performed

EDP-AV-SR-K-151A

Gate J-17 PLB Modifications

Litigation Arising out of Contract

CONTRACT DATE	DOLLAR AMOUNT OF ORIG.CONTRACT	FINAL AMOUNT OF CONTRACT	PERCENTAGE DIFFERENTIAL
---------------	--------------------------------	--------------------------	-------------------------

(2)

02/07/2012	\$ 4,211,903.50	\$	%
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Name of Dept. & Summary of Services Performed

E10-MDAD-01 (H024B3)

MIA Pavement Rehabilitation & Overlay of RWY 12/30

Litigation Arising out of Contract

CONTRACT DATE	DOLLAR AMOUNT OF ORIG. CONTRACT	FINAL AMOUNT OF CONTRACT	PERCENTAGE DIFFERENTIAL
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(3)

12/03/2013	\$ 825,000.00	\$ _____	_____ %
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Name of Dept.  
& Summary  
of Services  
Performed

E-13-MDAD-01

Aviation Planning Consultant Services (SIC871)

Litigation  
Arising out  
of Contract

(ADD EXTRA SHEET(S) IF NEEDED.)

A. How long has Entity been in business? 68 years

B. Has the Entity or the principals of the  
Entity ever done business under another  
name or with another firm?

NO

### Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. E13-MDAD-01 Federal Employer Identification No. (FEIN): 65-0163389  
 Contract Title: Aviation Planning Consultant Services for the Miami-Dade Aviation Department

#### Affidavits and Legislation/Governing Body

1.	<i>Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code</i>	6.	<i>Miami-Dade County Vendor Obligation to County Sec. 2-8.1 of the County Code</i>
2.	<i>Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8.1(d)(2) of the County Code</i>	7.	<i>Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No. 00-1 amending Section 2-11.1 (c) of the County Code</i>
3.	<i>Miami-Dade County Employment Drug-free Workplace Certification Sec. 2-8.1.2(b) of the County Code</i>	8.	<i>Miami-Dade County Family Leave Article V of Chapter 11 of the County Code</i>
4.	<i>Miami-Dade County Disability Non-Discrimination Article 1, Section 2.8.1.5 Resolution R182-00 amending R-385-95</i>	9.	<i>Miami-Dade County Living Wage Sec. 2-8.9 of the County Code (If applicable)</i>
5.	<i>Miami-Dade County Debarment Disclosure Section 10-38 of the County Code</i>	10.	<i>Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60, 11A-67 of the County Code</i>

#### AFFIDAVIT - SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN OR IRAN PETROLEUM ENERGY SECTOR LISTS FLORIDA STATUTES 215.473

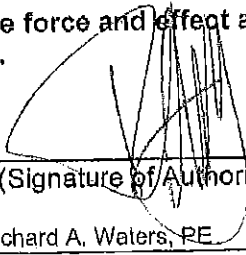
Pursuant to 215.473, F.S., the { H.J. Ross Associates, Inc. } ("Entity") must disclose, if the Entity or any of its officers, directors, or executives are doing certain types of business in or with Sudan and Iran.

Indicate below if the above named Entity, as of the date of submission:

  X   has not engaged in commerce in any form in Sudan or Iran, including, but not limited to, acquiring, developing, maintaining, owning, selling, possessing, leasing, or operating equipment, facilities, personnel, products, services, personal property, real property, or any other apparatus of business or commerce.

       has engaged in commerce with Sudan or Iran, including, but not limited to, acquiring, developing, maintaining, owning, selling, possessing, leasing, or operating equipment, facilities, personnel, products, services, personal property, real property, or any other apparatus of business or commerce.

This single execution shall have the same force and effect as if each of the above affidavits had been individually executed.

  
(Signature of Authorized Representative)

Richard A. Waters, PE

(Print Name of Authorized Representative)

Title Vice President

Date 2/6/15

Notary Public Information

Notary Public - State of FLORIDA County of MIAMI-DADE

Subscribed and sworn to (or affirmed) before me this 6 day of February 2015

by Richard A. Waters He or she is personally known to me ☒ or has produced I.D. ☐

Type of identification produced \_\_\_\_\_

Linda J. Matsko

FF109386

Signature of Notary Public

Serial Number

Print or Stamp of Notary Public

8-2-18

Expiration Date

Notary Public Seal



LINDA J. MATSKO  
MY COMMISSION # FF 109386  
EXPIRES: August 2, 2018  
Bonded Thru Budget Notary Services



LINDA J. MATSKO  
MY COMMISSION # FF 109386  
EXPIRES: August 2, 2018  
Bonded Thru Budget Notary Services

# **SUBCONTRACTOR/SUPPLIER LISTING**

(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Firm Name of Prime Contractor/Proposer H.J. Ross Associates, Inc. FEIN # 65-0163389  
 Project/Contract Number Aviation Planning Consulting Services for Miami-Dade Aviation Department / E-12-MDAU-01

In accordance with Sections 2-8.1, 2-8.8 and 10-34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all bidders/Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders/Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The bidder/Proposer who is awarded this bid/contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The bidder/Proposer should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

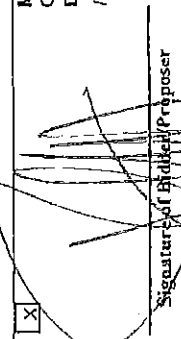
In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the successful bidder demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the successful bidder shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)		Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)																			
			Gender	Race/Ethnicity	Gender	Race/Ethnicity																		
						White	Black	Hispanic	Asian/Pacific Islander	Native American/Alaskan	Other	White	Black	Hispanic	Asian/Pacific Islander	Native American/Alaskan	Other							
Nova Consulting Inc. 10486 NW 31 Terr., Doral, FL 33172	Mania Molina, PE	Aviation Systems Engineering (4.01)	M	X																				
Nifan & Partners Consulting 8785 SW 165 Ave. # 108, Miami FL 33193	Samuel Nifan, PE	Aviation Systems Engineering (4.01)	X																					
Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	Gender	Race/Ethnicity	Principal Owner (Enter the number of male and female owners by race/ethnicity)		Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)																	

Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to Contracting/User department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at <http://www.miamidade.gov/business/business-development.asp>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

  
 Signature of Bidder/Proposer  
 Richard A. Waters, PE  
 Vice President  
 Print Name  
 Date  
 SUB 100 Rev. 6/12

**SUBCONTRACTING POLICIES STATEMENT  
PURSUANT TO SECTION 2-8.8(4) OF THE CODE**

(Insert Here)

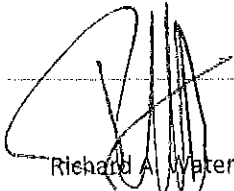
AFF-9



February 3<sup>rd</sup>, 2015

**SUBCONTRACTING POLICIES STATEMENT**

It is the policy of H.J. Ross Associates, Inc. to promote diversity in the subcontracting of consultants for Miami-Dade County Projects and to allow opportunities for subcontracting to as many qualified subcontractors as needed, in accordance with the Section 2.8.8 – Fair Subcontracting Practices of the Miami-Dade County Code of Ordinances.



Richard A. Waters, PE  
Vice President  
H.J. Ross Associates, Inc.

**PROOF OF AUTHORIZATION TO DO BUSINESS**

(Attach a copy of the Certificate of Status or Authorization per 607.0128 F.S.,  
and certificate evidencing compliance with the Florida Fictitious Name Statute  
per 865.09 F.S., if applicable.)

**(Insert Here)**

AFF-10

# *State of Florida*

## *Department of State*

I certify from the records of this office that H.J. ROSS ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on December 6, 1989, effective December 5, 1989.

The document number of this corporation is L34149.

I further certify that said corporation has paid all fees due this office through December 31, 2014, that its most recent annual report/uniform business report was filed on March 24, 2014, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-fourth day of March,  
2014*



*Ken DeFries*  
**Secretary of State**

Authentication ID: CC7413767989

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://efile.sunbiz.org/eertauthver.html>

# ***H.J. Ross Associates, Inc.***

*Engineers Planners Scientists*

February 6, 2015

José A. Ramos, R.A., LEED AP  
Division Director Aviation Planning, Land-Use & Grants  
Miami-Dade Aviation Department  
P.O. Box 025504  
Miami, FL 33102-5504

Re: H.J. Ross Associates, Inc. Professional Services Agreement  
E13-MDAD-01 Aviation Planning Consultant Services  
Community Business Enterprise (CBE) Participation

Dear Mr. Ramos:

This letter has been prepared regarding the Community Business Enterprise (CBE) participation for the above referenced Agreement. As you know, the referenced agreement is an "On Call" type contract, where multiple Service Orders are issued for a wide range of Aviation Planning projects. To date, H.J. Ross Associates, Inc. has not received any Service Orders that require the services provided by our CBE team members. Although the current level of CBE participation is below the Contract goal of 16%, please be advised that H.J. Ross Associates, Inc. is fully committed to meeting or exceeding the CBE Goal by completion of the work anticipated under the agreement.

If you have any questions regarding this matter, please do not hesitate to contact me at (786)229-4382.

Very truly yours,

Richard A. Waters, P.E.  
Vice President



Department of Small Business Development  
A&E Firm History Report

From: 03/10/2010 To: 03/10/2015

PRIMES

FIRM NAME: H.J. ROSS ASSOCIATES, INC.  
201 Alhambra Cir, Suite 900  
Coral Gables, FL 33134-3163

PROJECT #	CONTRACT	DEPT.	MEASURES	AWARD DATE	AWARD AMOUNT
EDP-MT-SR-TR05-MV5-2	1	MT	NO MEASURE	05/03/2010	\$50,000.00
METROMOVER INNER LOOP ESCALATORS AND CANOPIES					
E09-OCI-01, C	1	CQ	GOAL CBE 25%	10/05/2010	\$825,000.00
CONSULTANT SERVICES FOR CONSTRUCTION INSPECTION SERVICES (SIC 871)					
NDP-AV-SR-K-151A	1	AV		11/29/2010	\$15,000.00
GATE J-17 PLB MODIFICATIONS					
E10-MDAD-01 (H024B3)	1	AV	GOAL - DBE DBE 23%	02/07/2012	\$4,211,903.50
MIA PAVEMENT REHABILITATION AND OVERLAY OF RWY 12/30					
E13-MDAD-01	1	AV	GOAL CBE 15%	12/03/2013	\$825,000.00
AVIATION PLANNING CONSULTANT SERVICES (SIC 871)					

\* Indicates closed or expired contracts  
Disclaimer: Payments shown may not reflect current information

Thursday, March 12, 2015



Department of Small Business Development  
A&E Firm History Report

From: 03/10/2010 To: 03/10/2015

PRIMES

FIRM NAME: H.J. ROSS ASSOCIATES, INC.  
201 Alhambra Cir, Suite 900  
Coral Gables, FL 33134-3163

PROJECT #	CONTRACT	DEPT.	MEASURES	AWARD DATE	AWARD AMOUNT
Total Award Amount				\$5,926,903.50	
Total Change Orders Approved by BCC				\$415,906.00	

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# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**DATE:** May 5, 2015

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 8(A)(1)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_) to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(A)(1)  
5-5-15

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH H.J. ROSS ASSOCIATES, INC. FOR AVIATION PLANNING CONSULTANT SERVICES FOR THE COUNTY'S SYSTEM OF PUBLIC USE AIRPORTS, INCREASING THE AGREEMENT AMOUNT BY \$401,000.00, FOR NEW TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$1,226,000.00; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME AND EXERCISE THE PROVISIONS CONTAINED THEREIN

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference; and

**WHEREAS**, H.J. Ross Associates, Inc. was awarded a Professional Services Agreement for Aviation Planning Consultant Services, pursuant to Miami Dade County Resolution No. R-966-13; and

**WHEREAS**, the unprecedented growth in both passenger traffic and airlines at Miami International Airport has required the County to engage in planning efforts and studies to address the short and long term impacts to Miami International Airport by such growth; and

**WHEREAS**, these studies have depleted the value of the H.J. Ross Associates, Inc. Professional Services Agreement more quickly than was anticipated at the time of award,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board approves the First Amendment to the Professional Services Agreement with H.J. Ross Associates, Inc., for Aviation Planning Consultant Services for the County's System of Public Use Airports,



increasing the Professional Services Agreement amount by \$401,000.00, for a new total not to exceed contract amount of \$1,226,000.00 in substantially the form attached hereto and made a part hereof; and authorizes the County Mayor or County Mayor's designee to execute same for and on behalf of Miami-Dade County and to exercise the provisions contained therein.

The foregoing resolution was offered by Commissioner ,  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman

Esteban L. Bovo, Jr., Vice Chairman

Bruno A. Barreiro

Jose "Pepe" Diaz

Sally A. Heyman

Dennis C. Moss

Sen. Javier D. Souto

Juan C. Zapata

Daniella Levine Cava

Audrey M. Edmonson

Barbara J. Jordan

Rebeca Sosa

Xavier L. Suarez

The Chairman thereupon declared the resolution duly passed and adopted this 5<sup>th</sup> day of May, 2015. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



David M. Murray